

**BOARD OF REAL ESTATE APPRAISERS  
BOARD MEETING MINUTES – November 2, 2004**

**MEMBERS PRESENT**

James Murphy  
Bruce Bell  
Walter Bowditch  
Kenneth Charest – arrived at 9:27  
Joseph Herlihy  
Theodore Webersinn

**MEMBERS ABSENT**

David Adams

**OTHERS PRESENT**

Carol Leighton, Administrator  
Dennis Smith, A.A.G.  
Kim Baker-Stetson, Licensing Clerk  
Susan Greenlaw, Board Clerk

**Location:** Central Conference Room

**Start:** 9:04 a.m.      **Adjourn:** 12:50 p.m.

**CALL TO ORDER**

The meeting was called to order at 9:04 a.m.

**AGENDA MODIFICATIONS**

Members agreed to discuss the Letter from Andrew G. Johnson – Request for Advisory Ruling agenda item after the Administrator's Report.

**OLD BUSINESS**

**Action on Minutes of October 5, 2004 Meeting**

A motion was made by Walter Bowditch to approve the minutes of the October 5, 2004 meeting as written; seconded by Joseph Herlihy. Bell, Bowditch, Herlihy, and Murphy voted in the affirmative; none opposed; Webersinn abstained. Motion carried.

**Action on Tabled Applications/Items**

None to review.

**NEW BUSINESS**

**Administrator's Report**

Update – AQB changes scheduled for 1/1/08. The Board needs to submit the necessary legislative changes prior to that date.

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**Letter from Andrew G. Johnson – Request for Advisory Ruling**

A motion was made by Theodore Webersinn to decline rendering an advisory ruling at this time and to relay to Mr. Johnson that the Board feels that due to his status as a salaried employee he is exempt from the licensing requirements and in the meantime request that Dennis Smith research the exemption to clarify its relevance; seconded by Kenneth Charest. Unanimous.

**Complaint Officer's Report**

Nothing to report.

**Review and Action on Applications and Education**

None to review.

**Rules Review**

Chapter 240 – advertised on October 27; 30 day comment period ends on November 26. Proposal is scheduled for Board adoption at the December 7 meeting.

**Trainee Appraisal Audit Review**

At the September meeting the Board requested information regarding appraisals done by trainees for review. In the mean time appraisals were requested and those received as of the October meeting were distributed to Board members to review and reported their findings at today's meeting. All audited individuals will receive a response as to the Board's findings.

Appraisals received since the October meeting were distributed to Board members for review.

**Correspondence**

Nothing to review.

**Next Meeting Scheduled for December 7, 2004**

**OTHER BUSINESS**

A motion was made by Joseph Herlihy to notify licensees that due to budgetary considerations the Board is not providing a hard copy of the USPAP this year, however, it is available online or licensees may obtain a hard copy by contacting the vendor; seconded by Theodore Webersinn. Bowditch and Herlihy voted in the affirmative; Bell, Charest, Murphy, and Webersinn opposed. Motion failed.

A motion was made by Theodore Webersinn to send the USPAP to licensees and advise that this is the last year it will be provided and that it is available by contacting the vendor; seconded by Walter Bowditch. Unanimous.

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**ADJOURN**

Being no further board business the meeting was adjourned at 12:50 p.m.

Respectfully submitted,

Susan Greenlaw  
Board Clerk